



English Carpet Bowls Association

Code of Conduct

It is the policy of the Association that all Carpet Bowlers and spectators show respect and understanding for each other and conduct themselves in a way that reflects the principles of the Association.

All players and supporters of teams are expected to act in a manner which does not prejudice the good name the English Carpet Bowls Association or their County, and to conduct themselves in a manner that will not have any reproach on the English Carpet Bowls Association or the whole sport of Carpet Bowls.

Guidelines

The ECBA will not tolerate or condone any of the following from players, supporters or spectators either during an event or arising from an event.

- Drunken or loutish behaviour which causes annoyance to other people (e.g causing an unnecessary disturbance such as running and shouting through confined areas such as corridors).
- The use of foul and abusive language in such a manner as to cause offence to the person or persons to whom it is directed, or people in the vicinity.
- Any form of threats or derogatory remarks directed at associations, individuals, players, spectators or organisations, whether verbal, written or via any form of social media.
- Causing damage to other people's property (wilful or accidental).
- The theft of other people's property.
- Causing an affray.

This is not an exhaustive list but it does give an outline of actions that may result in a complaint being made against an individual or group of people that are attending a venue which is being used to hold an ECBA event.

Complaints Procedure

Anyone has the right to complain (in writing or via email) to the ECBA secretary or, in the absence of an elected Secretary, the Chairperson.

Any County Association, member of an Association or venue host may make a complaint; the ECBA will keep you informed at all stages.

Your complaint should include your name, telephone number, address and the nature of the complaint.

The incident you are complaining about should reach the ECBA secretary within fourteen days of the incident taking place, using either of the methods mentioned above.

It should be noted that the word 'complaint' does not have to be used, the ECBA has the right to decide whether or not to act on any expression of dissatisfaction if it is felt that any person has conducted themselves in a manner that may have breached this Code of Conduct and potentially brought the Association or the game of Carpet Bowls into disrepute.

All complaints will be acknowledged within seven days of receipt.

The Association will ensure that your complaint is investigated and that you receive a response within twenty eight days of the progress of the complaint and of the final outcome once a decision has been made.

Any person/team that has had a complaint made against them, will be contacted by the ECBA secretary as soon as practicably possible to make them aware of the nature of the complaint and to make a copy of the complaint available to them.

Disciplinary Panel

All complaints will be fully investigated; this could mean that individuals may be asked to make statements which will aid the disciplinary panel to make a decision about a complaint and the statements which will aid the disciplinary severity of any penalty it may impose.

The ECBA disciplinary panel may impose punishments ranging from a written caution to an outright ban from some or all ECBA organised events, against an individual that is proven to have been involved in an incident at an event that the

ECBA organises or is organised by a third party on it's behalf. The length of any suspension will be decided by the panel based upon the severity of the incident. Should an individual in the twelve months immediately prior to the current incident or while still suspended, have had similar accusations proven against them for any reason, then the disciplinary panel may choose to use that information when setting the penalty relating to the latest complaint.

Cases of criminal damage or violent conduct may be referred to the police, if financial recompense is required legal action could be taken against the guilty party.

When a complaint has been received by the ECBA the Chairperson of the county of whom that person is a member will be informed. The executive committee of the county from which the perpetrator(s) of an incident that is investigated by the ECBA disciplinary panel originates, will be informed in writing of the findings of any investigation following a complaint being made against that person(s). That county may choose to impose it's own penalty, but cannot rescind an ECBA penalty.

Appeals Panel

An individual has the right to an appeal either in person or via their county secretary. All appeals must be made in writing and to be received by the ECBA Secretary or Chairman within 14 days of the issuing of a disciplinary penalty; if no appeal is received the penalty will take effect.

An individual or team that has made an appeal against an imposed penalty will not be allowed to play in an ECBA event until the appeal is settled.

IMPORTANT NOTICE

For any reports received after an event has finished, which may have serious consequences, (provided the complaint is made within the required timescale), the disciplinary panel will have the power and the authority to fully investigate and take the necessary action as appropriate.

Regardless of the timescales set out here for the receipt of a complaint no one should be able to escape disciplinary actions just because a complaint was not made immediately, although the Panel's ability to judge a case may be impacted by the amount of time which has passed.

The Executive Committee of the ECBA fully intends to protect it's members, players, and the good name of the ECBA and the whole sport of Carpet Bowls, and will seek to impose penalties against those who wilfully break the expected code of conduct.

The Executive Committee of the ECBA shall accept no responsibility for any misinterpretation of this code of conduct, if you are uncertain about any issues printed here then it is in your own interest to seek clarification first.

NOTES:

- 1) The Disciplinary Panel will consist of two ECBA officers (other than the Chairperson) and one delegate from a member county, subject to any conflict of interests.
- 2) The Appeal Panel will consist of the ECBA Chairperson, another ECBA officer but not the Vice Chairperson and a randomly selected delegate from a member county, subject to any conflict of interests.
- 3) For both the Disciplinary and Appeal panels, if there are insufficient ECBA officers available owing to conflicts of interest, that position will be filled by a delegate from a member county.
- 4) No two people from the same County may sit on either panel. One of the individuals on the panel will act as secretary to take notes.
- 5) There must be no direct communication between any member of the panel and the person or persons against whom a complaint has been made, while an investigation is taking place.
- 6) A written warning will be held on record for a period of twelve months, at the end of which it will be destroyed.
- 7) Records of Suspensions to be destroyed as soon as they have expired. The minimum suspension will be 1 year (12 calendar months) from the date it is imposed not the date of the incident.

14 April 2018